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Director of Logistics

~~CONFIDENTIAL~~ 7/1/62

Chief, Planning Staff, OL

7 - DEC 1962

Procurement for Building 213

1. A copy of the Procurement Division Report, "Special Equipment and Furnishings for Building 213," dated 5 December 1962, was received by the Planning Staff. This report was examined in detail by [redacted] on the date of issue. With exception of eight items [redacted] accepted the information furnished on each action as being satisfactory for provision of an operational capability upon completion of the move to Building 213. This acceptance was, of course, based upon the assumption that these procurement actions would actually be accomplished as indicated. In the case of the eight exceptions, [redacted] asked that further information and/or expediting action be provided. The following paragraphs contain summaries of the checks made on these items.

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2. Voucher No. 63-19334-2, Requisition No. 5500-2019-63.

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Supergrade Furniture

Order to be shipped from [redacted] by company truck on 21 December. Purchase Order calls for delivery to [redacted] Information confirmed on 28 November. Should arrive on 21, 22, or 23 December.

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3. Voucher No. 63-15698, Requisition No. 5002-2022-63.

STAT

Auxiliary Furniture for Director

Order to be shipped from [redacted] by company truck during the week of 17 December. Purchase Order calls for delivery to [redacted] Information confirmed by letter received on 30 November. Should arrive between 21 and 24 December.

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PLANNING
STAFF

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REASON	
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DOC 12	REV DATE 14-10-81	BY 006199
ORIG COMP	OPI 35	TYPE 01
ORIG CLASS 5	PAGES 3	REV CLASS C
JUST 22	NEXT REV 2011	AUTH: HR 10-2

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GROUP 1
Excluded from automatic
downgrading and
declassification

SUBJECT: Procurement for Building 213

4. Voucher No. 63-15556, Requisition No. 5500-2010-63.

[Redacted]

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Furniture for Lobby and Library

Preliminary report indicates that basic shipment was received on 6 December at [Redacted] Items 20, 69, 70 and 73 are to be shipped by company truck from [Redacted] during the week of 17 December. Purchase Order calls for delivery to [Redacted] Information confirmed on 30 November. Should arrive between 21 and 24 December.

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5. Voucher No. 63-15667, Requisition No. 5500-5037-63.

[Redacted]

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Filing Units

Order to be shipped from [Redacted] by motor express on 21 December. Purchase Order calls for delivery to [Redacted] Information confirmed on 3 December. Should arrive around 28 December.

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6. Voucher No. 63-15646, Requisition No. 5500-5038-63.

[Redacted]

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Drafting Tables

Will be diverted for shipment to [Redacted] Order to be shipped from [Redacted] by motor express on 21 December. Information confirmed on 26 November. Should arrive around 28 December.

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7. Voucher No. 63-15595, Requisition No. 5500-6027-63.

[Redacted]

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Library Shelving

Shipment will be made from [Redacted], on 26 December to arrive at [Redacted] on the 27th. Installation to be initiated immediately upon arrival and to be completed by 31 December. Information confirmed by telephone call on 7 December.

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8. Voucher No. 63-15707, Requisition No. 5500-2023-63.

PLANNING STAFF	
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[Redacted]

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Tables, Bookcases and Counters

On 7 December, the Vice President of the company stated that this order would be delivered by 1 February 1963. He alleges that he is still awaiting certain information on specifications. This problem is still being checked by Procurement Division and NPIC will be advised of the results. [Redacted] states that present equipment will be moved to Building 213 and used until this order is filled.)

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9. Voucher No. 63-15553, Requisition No. 5500-6019-63.

[Redacted]

STAT

[Redacted]

Cabinets and Accessories (Processing sinks)

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Change in specifications has been a contributing factor in delaying delivery. [Redacted] NPIC, is in constant contact with the manufacturer and he has been informed that delivery of a complete system (approximately 1/3 of the total order) will be accomplished between 15 and 21 December to Building 213. This delivery will provide necessary equipment for a minimum operational capability. It is planned that the building contractor will install this equipment if it arrives by 27 December. GSA or other sources will be used if arrival is a later date. The remainder of this equipment is scheduled for delivery by 15 January.

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137

[Redacted]

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Distribution:

Original - Addressee

1 - NPIC (Att: [Redacted])

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1 - OL/PD

1 - OL/SD

1 - OL/RE&CD

1 - OL/PS (Official)

OL/PS, [Redacted]

(7 Dec. 62)

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